

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772 • 301-627-6905

Work Session Minutes

February 23, 2016 - 9:15 a.m.

Approved

Call to Order

- Meeting was brought to order at 9:21 a.m.
- Roll Call – President James Storey; Commissioner Nancy Clagett; Commissioner Linda Pennoyer; Town Clerk/Administrator M. David Williams; Deputy Clerk/Kyle Snyder; Christina Pompa/M—NCPPC; and Steve Sonnet/Sustainable Communities Workgroup Chair.
- Pledge of Allegiance

Reports

Commissioner Clagett: Have recently received proposals from RDA for both the Public Works Facility rehabilitation and the Town Hall Addition & Renovation project.

Commissioner Pennoyer: Had no report at this time.

President Storey: Will report under General/Administration section of the Agenda.

Business

Sustainable Communities Workgroup: Steve Sonnett delivered an update from their meeting conducted earlier in the day, highlighting issues for the Board's attention and/or action.

Topics reviewed included: 1.) Route 725 sidewalks; 2.) Linkage of trails/Community Center connectivity; 3.) Pratt Street improvements/meters; 4.) Streetscape design; 5.) Traffic light upgrades (Water & Main Streets); 6.) Bus stop relocation; 7.) Façade Improvement Program (FIP); 8.) Interpretive signage; 9.) The OMES building(s); 10.) Town Business Owner Group.

Charter Amendment 01-2016: The Commissioners reviewed and discussed a first draft. A final draft will be submitted to Legal Counsel for review before passage.

Town Policy: The Board reviewed a draft policy submitted to clarify the protocol for employees during severe weather events in which State, Federal and County office hours are affected.

2016 Citizen's Guide: A draft was distributed to the Board for review. The Clerk suggested that a color insert depicting photos of Town Staff and elected Officials would enhance public relations. A final proof will be distributed to the Board, for approval, before printing.

General/Administration issues: Topics reviewed and discussed: a.) Sixteen qualified volunteers have come forth to serve on the Town CERT Team; b.) Results have been compiled from the Codification Survey that was posted January 15, 2016; c.) Town Flag & Slogan campaign will continue to solicit participation from Town residents; d.) New anti-glare plastic domes have been ordered due to an increase in complaints and trial requests for parking meter citations; e.) Snow removal issues concerning resident driveways.

Adjournment

Commissioner Clagett made a motion to adjourn; Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,

M. David Williams
Town Clerk/Administrator